



National Aeronautics and Space
Administration
Goddard Space Flight Center

NO.	05-28
DATE	JAN 28 2005
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ANNOUNCEMENT

SUBJECT: Space Flight Awareness (SFA) Recognition Event

The SFA Program is sponsoring a special recognition event to publicly pay tribute to and recognize 300 members of our human space flight team that continued their diligent efforts to returning our Shuttle fleet to safe flight. This special "SFA Recognition" event will be held at the Gaylord Opryland Hotel, Nashville, Tennessee on March 31, 2005, and will include a dinner held in their honor.

Selection of the civil service/contractor recipients will be made by the Goddard Space Flight Center's SFA Council. To receive consideration for this award, nominations must be received by the Goddard Space Flight Center's SFA Council Chairperson, Esther C. Johnson, Code 114, by close of business **Monday, February 14, 2005**. The criteria and nomination form are enclosed. The nomination form can also be found on the Office of Human Resources Home Page (<http://ohr.gsfc.nasa.gov>). Go to bottom of the page and click on "Hot Topics."

If you have any questions, please contact Esther C. Johnson, at (301) 286-0023, or your directorate's SFA representative.

Edward J. Weiler
Director

2 Enclosures

Criteria Space Flight Awareness Return to Flight Recognition Nashville, TN

UNIQUE FOR THIS EVENT

This recognition will be available for both management and non-manager employees for their dedication to quality work and flight safety. It is intended for those that have supported the Return to Flight activities or exceptional performers. *(This is not an honoree event – previous honorees are eligible and recipients of this recognition will be eligible for future honoree programs.)*

Employees to be considered for this recognition must be a full time NASA civil servant, contractor, supplier, or international partner, and must meet at least one of the following criteria:

- Significantly contributed beyond their normal work output to the Space Shuttle or International Space Station programs or related payloads
- Contributed to major cost savings or a series of lesser-cost savings pertaining directly to Space Shuttle, International Space Station, or related payload program or mission
- Been a contributor to the timeliness, accuracy, and leadership in support of the return to flight activities
- Contributed significantly to the implementation of recommendations by CAIB and Stafford / Covey Team
- Been instrumental in developing modifications to Space Shuttle, International Space Station, or related payload program systems or equipment that increase reliability, efficiency, or performance
- Assisted in operational improvements that increase efficiency or performance
- Been key players in developing a beneficial process improvement of significant magnitude



SPACE FLIGHT AWARENESS PROGRAM AWARD RECOMMENDATION

EMPLOYEE NAME	ORGANIZATION	DEPT. NO./MAIL CODE /	
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<input checked="" type="checkbox"/> Return To Flight Recognition Award	<input type="checkbox"/> Special 2005 Recognition Event
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DATE NOMINATED:	
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JOB TITLE: Is this person a member of management? _____ Level	YEARS WITH COMPANY:
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SCOPE OF JOB/TASK:

ACHIEVEMENT (based upon award criteria): See criteria (page 2)	Time Period for Achievement: from: _____ to _____
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RECOMMENDING ORGANIZATION APPROVALS

Nominated By:	Management:	Middle Management:	Executive Management:
SFA Coordinator:	SFA Administrator:	Approved:	Date:

THIS SECTION IS FOR SFA ADMINISTRATION USE ONLY

DISPOSITION OF RECOMMENDATION:



SPACE FLIGHT AWARENESS PROGRAM AWARD RECOMMENDATION

EMPLOYEE NAME	ORGANIZATION	DEPT. NO./MAIL CODE /	
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<input checked="" type="checkbox"/> Return To Flight Recognition Award	<input type="checkbox"/> Special 2005 Recognition Event
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DATE NOMINATED:	
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JOB TITLE:	YEARS WITH COMPANY:
Is this person a member of management? _____ Level	

SCOPE OF JOB/TASK:

ACHIEVEMENT (based upon award criteria):	Time Period for Achievement: from: _____ to _____
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See criteria (page 2)

RECOMMENDING ORGANIZATION APPROVALS

Nominated By:	Management:	Middle Management:	Executive Management:
SFA Coordinator:	SFA Administrator:	Approved:	Date:

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